



Polling Place Exemption Request & Certification of Exemption Form

Polling Place Information: (one form per polling place pursuant to ARM 44.3.106(3))

Polling Place Name _____ County _____

Polling Place Address _____ City _____ Postal Code _____

Exemptions Types: (select only one)

☐ **Inaccessible:** Description of Exemption:

- An accessible polling place is not available.

MCA 13-3-212. Exemption if no accessible polling place is reasonably available. (1) If an election administrator desires to designate as a polling place a location that is inaccessible, the election administrator shall make a request in writing to the secretary of state asking that an inaccessible polling place be exempt from the standards for accessibility.

Action Required:

County certifies to Secretary of State that all potential polling places have been surveyed and it is determined that according to **MCA 13-3-212(2)**:

- ☐ (a) an accessible polling place is not available and the county cannot safely or reasonably make a polling place temporarily accessible in the area involved; or
- ☐ (b) the location is a rural polling place and designation of an accessible facility as a polling place will require excessive travel or impose other hardships for the majority of qualified electors in the precinct.

Rural - > > >

- The polling place expects to serve less than 200 registered electors.

NOTE: According to **ARM 44.3.106(7)** A polling place designated as "rural" 45 days prior to an election shall be exempt from the on-site survey procedure provided in ARM [44.3.108](#).

ARM 44.3.105(7) A request for exemption form, as prescribed by the Secretary of State, and defined in ARM [44.3.106](#), shall be attached to the survey for those polling places designated as "inaccessible".

Length of Exemption: 3 years

ARM 44.3.106(4) Within 30 days following the receipt of a request for exemption, the Secretary of State may grant a certification of exemption to the election administrator for that polling place. Such exemption, if granted, shall be valid for a period of three years from the date of issuance.

☐ **Emergency:**

- Accessible polling place becomes unavailable within 10 days prior to election.

Description and Action Required for Exemption:

MCA 13-3-211. Emergency exemption. (1) The secretary of state shall exempt a polling place from the requirements of this part if an emergency occurs within 10 days prior to an election. An emergency is considered to exist if a polling place becomes unavailable by reason of loss of lease, fire, snow, or natural disaster.

(2) If an emergency occurs, the election administrator in the county shall designate a new polling place in accordance with the procedure provided in [13-3-105](#). The new polling place must be considered temporary and must be exempt from the survey procedures established under [13-3-206](#). However, such polling place may not be used in a subsequent election unless it is surveyed as required in [13-3-206](#).

Length of Exemption: Single election.

Remedy (not for 'rural' polling places)

Pursuant to ARM 44.3.106(3) ...The request shall identify the polling place, how it is not in compliance, the efforts being made to bring it into compliance, and the efforts to locate an alternate site. _____

County Certification

County Election Administrator _____ (Signature) _____ (Date)

Exemption Period (For Office of the Secretary of State Use Only)

Approved by: _____ (Secretary of State or Deputy) _____ (Date of Approval/Signature) _____ (Date of Exemption Expiration)

Additional Information:

Send Completed form and Attachments to:

Office of the Secretary of State
Elections and Government Services Division
PO Box 202801
Helena, MT 59620-2801

Additional References:

- Complaints: **ARM 44.3.106(8)** and **ARM 44.3.114**
- Alternative Methods for Casting a Ballot: **ARM 44.3.110**